

# Scott County Park Advisory Commission June 24, 2020

6:00 PM

Cleary Lake Regional Park
Lakeview Shelter
18106 Texas Avenue
Prior Lake, MN

## SCOTT COUNTY PARKS ADVISORY COMMISSION FINAL AGENDA

6:00 P.M. - June 24, 2020

1) Roll Call – Pat Stieg, Chair

Kristin French, At Large Kathy Gerlach, District 3 Barb Hedstrom, District 1 Jerry Hennen, At Large Eric Spieler, District 2 Patrick Stieg, District 5 Mark Ewert, District 4

Commissioner Jon Ulrich, Scott County Board Liaison

- 2) Pledge of Allegiance
- 3) Approve Agenda
- 4) Approve Meeting Minutes for May 6, 2020
- 5) Recognition of Interested Citizens for Items Not on the Agenda (No action will be taken.)
- 6) Administration, Planning and Development
  - a. COVID -19 Update (6:10)
  - b. 2021 County Budget Update (6:15)
  - c. Prior Lake Park Development at Spring Lake Regional Park
- 7) Operations and Natural Resources
  - a. Land Rental Program Update (6:25)
  - b. Natural Areas Restoration Efforts update (6:35)
- 8) Informational Items (6:40)
  - a. Legislative Update (Verbal)
  - b. Projects/Other Updates (Verbal)
    - i) System Additions Application to Metropolitan Council
    - ii) Summer Camps and Programs June and July
  - c. Advisory Commissioner Reports (Verbal)
- 9) Upcoming Meetings Tentative Topics (6:55)
  - a. August 12 PAC Meeting
    - i) Cleary Master Plan Proposal
    - ii) Budget
    - iii) Covid 19 Update





- b. Note July 9 Annual joint meeting of the Scott County and Three Rivers Park District Boards moved to September 10<sup>th</sup> at 1:00PM
- 10) Adjourn (7:00PM)
- 11) Begin Maintenance Facility Tour (7:15)



# SCOTT COUNTY PARKS ADVISORY COMMISSION MEETING MINUTES May 6, 2020

The Scott County Parks Advisory Commission held their March meeting on May 6, 2020 via WebEx. Staff members present were Patty Freeman, General Manager of Scott County Parks and Trails, Nathan Moe, Parks and Natural Resources Parks Planner, Alysa Delgado, Parks and Natural Resources Coordinator, and Beverly Cox-Alexander, Secretary.

- 1) Roll Call: Chair Patrick Stieg called the meeting to order at 6:11 PM and proceeded with roll call. Members present: Kristin French, Kathy Gerlach, Barb Hedstrom, Jerry Hennen, Eric Spieler, Patrick Stieg, Mark Ewert and Commissioner Jon Ulrich
- 2) Pledge of Allegiance
- 3) Approval of Agenda

Agenda additions from staff

- Information for Public to Connect to WebEx meeting
- Approval of March Meeting Minutes

Motion by Commissioner Gerlach; second by Commissioner Hennen to approve the agenda as amended. The motion carried unanimously.

Motion Carried: Ayes: 7 Nays: 0

Approve meeting minutes for March 4, 2020

Motion by Commissioner Hedstrom; second by Commissioner Spieler to approve the 03/05/20 Meeting Minutes as written. The motion carried unanimously.

Motion Carried: Ayes: 7 Nays: 0

- 4) Recognition of Interested Citizens for Items Not on the Agenda No Citizen Comment
- 5) Administration, Planning and Development
  - a. Covid-19 Update Operations Update (presented by Patty Freeman)

Update on Park and Trail Access:

Three Rivers Website

Threeriversparks.org

#### Scott County Website

Scottcountymn.gov

#### Social Media

- Notifications
- Reminders

#### Status of Scott – Three Rivers Parks

- Currently open
  - All parks and regional trails are open for self-guided recreation
  - Cleary Lake Golf Course and Driving range are open
  - Portable restrooms are available
- Currently closed
  - All buildings
  - o Play area
  - Campgrounds and group camps
  - Beaches
  - o All programs, events and facility reservations are cancelled through May 21st
- Digital Public Programs
  - <a href="https://www.threeriversparks.org/digitalprogramming">https://www.threeriversparks.org/digitalprogramming</a>
- Poetry in the Parks
  - Alysa Delgado bringing poems about nature to help with positive messaging and a new angle to engage interest in our parks

#### 6) Outreach, Visitor Services, Recreation and Education

- a. Rec Pass Plus Program Update (Presented by Alysa Delgado)
- May 2019
  - o TRPD introduced Rec Pass Plus program for HC residents
- October 2019
  - Scott County Parks and Trails staff introduced program to PAC
- January 2020
  - Scott County Parks and Trails staff introduced program to County Board in a workshop
- May 2020
  - New Rec Pass Plus cycle starts and is now available for Scott County residents
- Guiding goals of the Rec Pass Plus program address economic barriers including
  - Easy for the public to acquire and use
  - Remove any and all associated stigma
  - Add choice for users
  - Be a better / real benefit for users
  - Easy for staff to use
- Activity Pass Selection
  - o Cross-Country Ski
  - Disc Golf
  - Dog off-Lease Area
  - o Swim Ponds
- Equipment Rental Sticker

- The sticker will now be changing to a silver and black "+" in order to further reduce stigma and indicate that this plus has additional benefits in comparison to the other Recreation Passes
- Sign-up Transition
  - Any resident that applies after January 1<sup>st</sup> will automatically be enrolled for the next year of the Rec Pass Plus Program
- Next Steps
  - TRPD marketing team for distribution of updated informational flyers
  - Flyers will be given to SC-TRPD staff for personalized drop-off
  - Events will be attended as time and resources allow
- Recommendation for proceeding with the following groups
  - o Anchor Center Adult Mental Health
  - o Mental Health Center @ Government Center Adult and Children's Mental Health
  - o Community Action Partnership (CAP) Agency -Scott, Carver, and Dakota Counties
  - Families & Individuals Sharing Hope (FISH)
  - o Shakopee Diversity Alliance

#### Comments from Commissioners:

Commissioner Barb Hedstrom inquired on the qualifying factors for Recreation Pass Plus

Assistance programs recommended by Scott County Social services include:

- Supplemental security income
- Emergency Medical assistance
- Minnesota care
- General assistance.
- Minnesota Family Investment Act
- Medical Assistance
- Minnesota Supplemental Aid
- Hennepin County Emergency Assistance Program
- Refugee Cash Assistance
- Work Benefit
- Diversity Work Program
- Supplemental Nutrition Program for women, infants and Children (WIC)
- Supplemental Nutrition Program Employment and Training Program (Snap E&T)
- Free and reduced school lunch

Commissioner Kathy Gerlach commented on the possibility of handing out Rec Pass Plus brochure at the time someone is applying for / or receiving one of the assistance programs

Commissioner Patrick Stieg commented on the Minnesota Landscape Arboretum Park Rx Access program being piloted in Carver County. As they find people that are eligible for any type of human service provided in Carver County that person is informed about the Access program. If interested they are advised on how to apply for the membership at this time they can also be informed of other available programs.

Commissioner Barb Hedstrom suggested connecting the Recreation Pass Plus program with local food shelves throughout the County.

Commissioner Kathy Gerlach suggested connecting Recreation Pass Plus with the Outdoor Rx programs

Commissioner Barb Hedstrom commented Shakopee Diversity Alliance and FISH both have active websites they maintain and could help distribute information on recreation Pass Plus via their websites.

Commissioner Jerry Hennen inquired if Rec Pass Plus is the correct name for the program
Alysa Delgado responded, the Rec Pass Plus is a Three Rivers program that is adopted by Scott
County Parks

#### 7) Informational Items

- a. Legislative Update (Updates provided by Patty Freeman)
- Scott County Legislative Platform for Parks and Trails
  - State Bonding Merriam Junction Trail
  - State Bonding \$15 million for Metro Parks
  - Parks and Trails Legacy Funding Formula
    - Minimum of 450% for Metro Regional Park System
- SFY2021 Parks and Trails Legacy
  - Notified by Met Council to plan for 50% reduction
  - Approved in 2019 Legislative session
  - o Grants to be executed this summer
  - Scott County's grant: Spring Lake Lakefront project
  - b. Projects / Other Updates (Updates provided by Patty Freeman)
    - i) Cleary Maintenance Building Update
      - Project is going smoothly
      - Looking at move in date in May / early June
      - Budget is on track
    - ii) Wayfinding Kiosks Update
      - Kiosk design is complete
      - o RFP is completed for the fabrication of the structure
      - Entering Contract with Sign Art
      - Kiosks will be installed in house by Public Works (August)
      - Currently having further discussions with the Shakopee Mdewakanton Sioux Community regarding trail names
    - iii) System Additions Application to Metropolitan Council
      - As part of 2040 comprehensive plan process the County approved the addition of two Regional Trail Corridors.
        - One trail will connect New Prague to Cedar Lake Farm
        - One trail will swoop around the northwest edge of Murphy-Henrehan, the City of Savage and Credit River
      - Decision to be made by December 2020.
    - iv) Metro Conservation Network
      - This is a collaborative initiative that kicked off in December and Patty is part of the steering committee

- The network is essentially made up of natural resource leaders and planners across the metro area
- The network is looking at building opportunities and sharing lessons learned from conservation work completed
- Modeling after an early version from the late 1990's into 2000's where together people across the metro developed metro conservation corridors and metro greenways programs
- The new network is looking at updating some of the data while building momentum to assist communities along with offering lessons learned
- o The network will determine what goals the Metro Conservation Network should have

#### Commissioner comments:

Commissioner Hedstrom inquired who is on the steering committee

Patty Freemen responded: Some members from the Minnesota DNR, members of Dakota County Natural Resources and Planning Staff, Hennepin County Conservation Staff, Three Rivers Park District Staff, Washington County, along with a gentleman from Anoka County representing the Soil and Water Conservation District.

- v) Spring Lake Association Presentation
  - o Patty participated in the annual meeting of the Spring Lake Association
    - Provided a presentation about Spring Lake Regional Park along with the future lake development
    - Provided an overview of the master plan and the long-term development of Spring Lake
- vi) 2021 Budget
  - All county departments have been asked to review operations and budgets to address what they are anticipating will be a challenging budget year for 2021.
- c. Advisory Commissioner Reports (Verbal)

Commissioner Spieler commented over the last 7 weeks he has been visiting parks daily. The parks at Cleary, Spring Lake and Murphy-Henrehan have been packed.

Commissioner Gerlach also commented on how busy the bike trails are

Commissioner Hennen inquired as to when The Landing will be open to the public

Patty Freeman anticipates The Landing to open in mid- May, but will confirm and advise

Commissioner Spieler asked if the Cleary Lake Park playground will be opening soon?

Patty Freeman responded, there has been no entertaining of opening the playgrounds

Commissioner Gerlach asked if the beaches will be open this summer Patty Freeman responded, at this point no decisions have been made

Commissioner French commented the beach and park at Cedar Lake has been very busy

Commissioner Hedstrom recently drove by Blakely Bluffs and noted a wide variety of wildlife and spring blooming.

8)	Upcoming	Meetings -	<ul> <li>Tentative</li> </ul>	<b>Topics</b>
----	----------	------------	-------------------------------	---------------

- a. June 3 PAC Meeting
  - i) Budget
  - ii) Natural Resources Management Projects and Partnerships Update
- b. June 24 PAC Meeting (in place of July meeting)
- c. July 9 Annual joint meeting of the Scott County and Three Rivers Park District Boards
- d. August 12 PAC Meeting

Commissioner Hedstrom inquired about the possibility of holding the June 3rd meeting outdoors at a Park Pavilion while still maintaining social distancing

#### 9) Adjourn

Motion by Commissioner Hennen; second by Commissioner Gerlach to adjourn the meeting. The motion carried unanimously.

The meder carried anaminedary.		
The meeting concluded at 7:25 pm		
Patrick Stieg, Chair	Date	
Beverly Cox-Alexander, Secretary		



## **Administration and Planning**



PARKS COMMISSION AGENDA ITEM: 5.a. COVID 19 – Operations Update

MEETING DATE: June 24, 2020

PREPARED BY: Patty Freeman

REQUESTED ACTION: Informational for feedback and questions

The purpose of this agenda item is to provide an update regarding the status of the Scott – Three Rivers partnership parks (Partnership parks) operations in response to the Covid-19 pandemic and the most recent updates to the Governors Executive Order made on June 10; to again highlight sources of information PAC members and the public may utilize for updated information regarding facility and program openings and closures in the partnership parks as well as the rest of the Three Rivers system; and lastly to highlight some of the work being completed and underway by the different partnership work groups. The Park Commission is asked to consider this information and to provide feedback and questions.

#### Where to Find the Most Up to Date Information

The best source for updates on facilities and program availability and closures related to Covid-19 continue to be the Three Rivers Park District website (<a href="https://www.threeriversparks.org/covid19">https://www.threeriversparks.org/covid19</a>). Announcements on status changes and reminders of social distancing are posted on Three River and Scott County social media platforms and via emails to Park District customers.

#### Status of Parks, Facilities and Programs (as of June 15, 2020)

Facility and program status decisions are being made according Governor Walz's executive orders covering the pandemic, with the Stay Safe Executive Order 20-74 issued June 10 providing the most up to date guidance. With an increase to the social gathering numbers allowed under this order, further activities have been opened that were previously closed due to COVID-19.

Facilities and Services update as of June 15, 2020

- Boat rentals are open. Rentals must be reserved online.
- Golf lessons, summer programs and summer camps are getting underway.
- Swim beaches are open.
- Play areas planned to be open June 19
- Hyland, French and Cleary visitor centers will open June 19, providing basic guest services and additional restrooms.
- Swim ponds planned to be open June 26
- Campgrounds and group camps are open.

#### **Staffing**

The team housed at the County Government Center, Nathan Moe, Alysa Delgado and Patty Freeman, continue to primarily work from home.

With the opening of more park facilities and services, the Park District has begun hiring seasonal employees to support our Visitor Services and Maintenance teams. We are continuing to balance the need to staff appropriately to provide important services to our community and to hold back on spending that can be held off on, such as non-mandated trainings, clothing, etc.

#### **Budget**

The Park District and Scott County are in communication regarding budgetary impacts. In March, April and May, both organizations put in place measures to limit spending, such as the seasonal hiring freeze, redirecting budgeted full time and part time staff, freezing non-mandatory training budgets, etc. With the opening of more regional facilities and services in Scott County, the Park District has begun hiring seasonal employees. We are continuing to balance the need to staff appropriately and to hold back on spending that can be held off on, such as non-mandated trainings, clothing, etc.

#### **Operational Activities**

#### **Visitor Services**

The visitor services team has prepared modified operations plans to deliver the below services, including ramping up seasonal hiring:

- Driving range
- Golf course
- Visitor center
- Boat rental at Cleary and Cedar
- Camping at Cleary and Cedar
- Cleary and Cedar beaches
- Park Service Team/Public Safety
  - The park service team continues to patrol Cedar, Cleary, Doyle-Kennefick, the Landing Murphy-Hanrehan, Spring Lake, and Blakely as they are able.

#### Maintenance

As the pandemic and Governors Executive orders have evolved, the maintenance team has shifted their efforts from focusing primarily on monitoring buildings and infrastructure in the initial weeks, to performing routine maintenance for safety, to now performing a wide variety of maintenance activities to support expanded use and to meet requirements, such as grant deadlines. Currently they are focusing on:

- Keeping up with routine maintenance with limited staffing, needing to re-prioritize to some extent
- Visitor Use Support
  - Hauling boat rental equipment
  - Hauling programs equipment
  - o Cutting and hauling firewood for campground
  - Cleaning campgrounds (tree trimming, lawn clean up)

- o Etc.
- Projects
  - Finishing the access roads and trails to the new vault latrines.
  - Invasive management Parsnip and other invasive plant control at Spring Lake and Murphy-Hanrehan and Cedar Lake
  - o Golf course -
    - Rehabbed the # 5 fairway; approach to #9 fairway and sections of #10
  - Boy Scout Merit Badge invasive work Cleary
  - Fuel tank project Hauled rock
  - o Fire Wood Projects for camping
  - o Reseeded the entire active use picnic areas

#### **Outdoor Recreation and Outdoor Education**

The Outdoor Recreation and Education team that works across the Park District have worked extremely hard to continue offering recreation for our community in any way possible, and as they had to cancel so many summer camps and programs at the same time they were creating different offerings that could be held virtually, and different offerings that could be offered outdoors according to the changing direction from the Governor. As of June 15, they have the following scheduled. Plans are in the works for August offerings for Cedar Lake Farm.

Summer Camps					
Location	Date	Time	Camp		
Murphy	June 29 - July 2	9 - 12 pm	Mountain Bike Camp		
Cleary	June 29 - July 2	9 - 4 pm	Extreme Fish Camp		
Cleary	July 13 - 16	1 - 4 pm	Wilderness Survival Camp		
Cleary	July 27 - 30	9 - 12 pm	Paddle Palooza Camp		
Cleary	July 27 - 30	1 - 4 pm	Archery Camp		
	Public Programs				
Location	Date	Time	Program		
Murphy	Tuesday, June 16	10 - 12 pm	Family Survival		
Cleary	Saturday, June 20	10 - 11:30 am	Family Kayak		
Cleary	Saturday, June 20	1 - 4 pm	Try it: Disc golf		
Cleary	Friday, July 3	8 - 10 pm	Full Moon Canoe		
Cleary	Sunday, July 12	10:30 - 2:30	Geocaching		
Cleary	Wednesday July 22	10:30 - 2:30	Family Disc Golf		
Cleary	Saturday, July 25	9 - 2 pm	Family Slackline		

#### **Administration, Natural Resources and Planning Team**

- Presentation to Metropolitan Council for the County's 2040 identified additions to the regional park system – New Prague to Cedar Lake Farm regional destination trail search corridor and the Lake Marion to Scott Regional Trail linking trail search corridor.
- Working with City of Shakopee on city-maintained communications of regional trail kiosk
- Working with City of Shakopee on updated bike boulevard concept for Holmes Avenue portion of the Scott Regional Trail
- Carrying out restoration work as a part of the Conservation Partners Legacy Grant
- Continuing to work with County attorney and leadership on county joining the SMSC's mutual aid agreement for prescribe fires.
- Continuing to learn from partners regarding virtual engagement ideas for park and trail master plans and what folks have done successful





PARKS COMMISSION AGENDA ITEM: 5. b. 2021 County Budget Update

MEETING DATE: June 24, 2020

PREPARED BY: Patty Freeman

REQUESTED ACTION: Discussion and feedback

The purpose of this agenda item is to update the PAC on 2021 budget discussions and planning occurring within the County, and to ask the PAC to discuss and provide feedback.

As you are probably aware, the County is facing a potentially challenging 2021 Budget as a result of the COVID -19 pandemic. Significant revenue losses are being anticipated based on what we know so far. In preparation for potential revenue losses and the understanding that there is likely support for at most a modest levy increase, and potentially a zero-levy increase, County leadership has asked for ongoing reduction targets for each County division, based on three scenarios, with county wide budget reductions anywhere from \$3.3 to \$6.4 million (Table 1).

Table. 1 Budget Scenarios

Budget Scenario	<b>Budget Reduction Target</b>
1: Revenue projections in the model stay as is; known/anticipated reductions are included; assumes a 2% levy increase.	\$3,300,000
2: Revenue projections stay flat (no anticipated increase in revenues); assumes a 2% levy increase	\$4,941,000
3: Revenue projections stay flat; assumes a 0% levy increase	\$6,360,000

The Parks department is now housed within the Planning and Resource Management Division, under Brad Davis. This department includes Parks, Planning and Zoning, GIS, Facilities, and Environmental Services (including HHW – Household Hazardous Waste, natural resources, septic, the WMO). The PRM department is reviewing our budgets and discussing possible budget savings ideas. All the departments within this division have lean operations and budgets, so reducing expenses is going to be a challenge. It will be very challenging to meet budget reduction targets without including staffing reductions. In the coming weeks we will be reviewing the possibility of increasing revenues, evaluating possible expense reductions (i.e. supplies, equipment), and new ways of working together to deliver services more efficiently. To provide further context to the scope the Board will be considering, under scenario three, the Health and Human Services division reduction target is to \$1.5 million, Sheriff Office is \$1.6 million, the County Attorney Office is \$441,000 and the PRM division target is \$505,000.

The PAC is asked to provide initial feedback and questions for county leadership and the Board.



PARKS COMMISSION AGENDA ITEM: 5. c. Prior Lake Park Development at Spring

**Lake Regional Park** 

MEETING DATE: June 24, 2020

PREPARED BY: Patty Freeman

REQUESTED ACTION: Discussion and feedback

The purpose of this memo is to make the PAC aware of a City of Prior Lake proposal to develop a portion of the approximately 40 acres of city park land next to Spring Lake Regional Park and to give the PAC an opportunity to provide feedback and ask questions.

#### Issue/Opportunity/Project

The City of Prior Lake has notified Scott – Three Rivers partnership staff of its plans to implement a first phase of development on city park land located at the north western boundary of Spring Lake Regional Park and to begin construction in 2020. Scott County has regional park facilities located on the city park property at this location, including a trailhead parking lot, off-leash dog area parking lot, vault latrine, water well and trail facilities, per a 2012 agreement between the city and the county (Attachments - Regional Park Map; Shared Use Agreement).

The city's preferred development concept includes 8 pickleball courts and expansion of the existing off-leash area dog parking to include 25 more parking stalls, with access to these facilities using Howard Lake Road, which also serves access to the regional park and has an automated entrance/exit gate (Attachment – Prior Lake Pickleball Concepts A and B).

The introduction of city facilities and the proposal for an expansion of shared use facilities will require city, county, and TRPD discussion of operations and maintenance expectations and cost share, and preparation of an updated use agreement and subsequent review and approval by the county board and city council.

#### **Background/History**

In 2012 Scott County implemented its first phase of development at Spring Lake Regional Park. As a part of the development planning process, Scott County and the City of Prior Lake entered into an agreement outlining the location and sharing of regional park facilities on city-owned park land adjacent to the regional park. The agreement was a result of a commitment to infrastructure sharing and collaborative planning that came out of a 2007 master plan for Spring Lake Regional Park, which the city participated in developing as a member of the planning team. At the time of the 2012 agreement, the city land was

vacant and the agreement called for the city and county to work together on the future use, expansion, relocation or removal of facilities as a part of any future planning for development of the city park land, and the agreement recommended the city and county attempt to continue to share facilities, or relocate facilities if feasible.

More recently, in 2019 and early 2020, Scott – Three Rivers partnership staff member Patty Freeman, along with Parks Advisory Commissioner Eric Spieler, participated in the preparation of a City of Prior Lake city-wide park master plan, which includes recommendations for a pickleball facility, group picnic shelter and possibly restrooms at the city land at Spring Lake. In June 2020, Andy Brotzler, the city Public Works Director, notified Scott -Three Rivers partnership that the city is proposing to implement a first phase of development on their property in 2020 and requested feedback on process of approvals and updating of the use agreement.

Some of the considerations being discussed by staff and determined and outlined in partnership with the City of Prior Lake include:

- How will routine maintenance activities be completed?
  - o Pickleball courts, restroom(s), gravel parking lot, gravel road, trash, water fountains, lights/electrical etc.
  - Snowplowing of parking and entrance road
- Increased use from pickleball courts will bring increased maintenance needs to parking lot, road and existing vault latrines
- Right sizing the parking
- Visitor Operations
  - o **Enforcement**
  - o Inquiries/complaints
  - o Signage
- Capital needs
  - Cost sharing of infrastructure preservation, replacement, etc.
  - Need to ensure clear signage so visitor inquiries/issues go to the proper places (i.e. if power goes out at city's shelter, whom to call).

#### **Questions for City**

- Is the shelter intended for group reservations? What is targeted size?
- Does city assume that the hiking trailhead goes away?
- What is city's plan for selling the remainder of their property at this location?

#### Attachments:

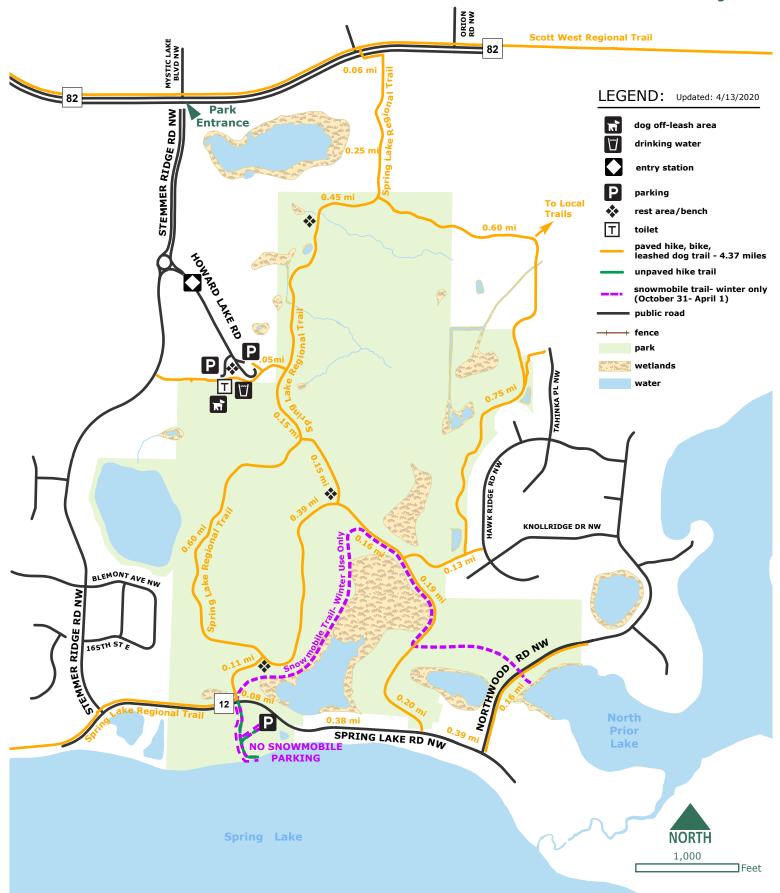
- Spring Lake Park Use Map
- Shared Use Agreement between City and County, 2012
- Excerpt from City of Prior Lake City Wide Park Master Plan
- Prior Lake Pickleball Concept maps A and B





## SPRING LAKE REGIONAL PARK

#### ThreeRiversParks.org



# AGREEMENT FOR THE PURPOSE OF LOCATING AND SHARING REGIONAL PARK FACILITIES ON CITY-OWNED PARCEL 25-904-004-1

THIS AGREEMENT is made and entered into by and between the County of Scott, a body corporate and politic, located at 200 Fourth Avenue West, Shakopee, Minnesota 55379-1220, (hereinafter referred to as "County"), and the City of Prior Lake, a Minnesota municipal corporation, 4646 Dakota Street SE, Prior Lake, Minnesota 55372 (hereinafter referred to as "City").

#### **RECITALS**

WHEREAS, Spring Lake Regional Park, located within the municipal boundaries of the City, is owned by Scott County; and

WHEREAS, Spring Lake Regional Park is mostly undeveloped; and,

WHEREAS, on May 1, 2005, the County and City entered into an agreement for the sale of approximately 39-acres of the County regional park land to the City for future use by as a City park, in exchange for cash and approximately 51 acres of wetlands adjacent to the County park land; and,

**WHEREAS**, the Parties worked together to develop the Spring Lake Regional Park Development Master Plan (2006), which calls for sharing support facilities such as parking and restrooms to serve both County and City park purposes; and

WHEREAS, the County is beginning Phase 1 development of Spring Lake Regional Park, which includes construction of bituminous trails, an off-leash dog area, and support facilities including parking and restrooms; and

**WHEREAS**, the City owns parcel 25-904-004-1 contiguous to the County park land and the proposed off-leash dog area; and

**WHEREAS**, the City intends to use parcel 25-904-004-1 and adjacent parcel 25-933-004-1 to develop a City park, but has not yet master planned the park; and

**WHEREAS**, the County and City have worked together on the design of the County park improvements to locate two parking lots, a vault-style restroom facility, an irrigation well with human drinking foundation and dog drinking/rinsing station, entrance gates, a utility service and connections, a trail connection, and temporary construction staging (hereinafter collectively referred to as "Facilities") on City park land; and,

WHEREAS, the Facilities will be available for both County and City park use; and,

**WHEREAS**, the County has applied for and received a variance from the Prior Lake Planning Commission to allow two (2) gravel parking lots; and,

WHEREAS, the County received general site plan approval from the Prior Lake City Council; and

**WHEREAS**, the Parties have concluded that the actions set forth above can best be accomplished through an agreement.

**NOW THEREFORE**, in consideration of the mutual undertakings and agreements contained herein, the Parties hereby agree as follows:

#### 1. RECITALS.

The recitals contained herein and set forth above are incorporated by reference as if fully written herein.

#### 2. PURPOSE

The purpose of this Agreement is to permit the County to develop and maintain the Facilities on City park plan, and to permit the City to use the Facilities for City park purposes.

#### 3. **FACILITIES**

#### A. PARKING

The County will construct two (2) parking lots: one 25-stall parking lot for the off leash dog area and a second 20-stall parking lot for the trail head. Both lots shall be constructed of gravel and meet ADA requirements. The parking lots shall be considered temporary/interim installations until the City master plans the City park, at which time the City and County will work together to determine permanent parking lot locations. The County shall maintain the interim parking lots, including grading and snow removal.

#### **B. TRAIL CONNECTION**

The County will construct a connecting trail between the off leash dog area/restroom facilities and the County park trail system. The trail shall be constructed to meet existing trail design standards. The County shall maintain the trail connection at a level consistent with maintenance on the remainder of the trail system throughout the County Park.

#### C. ACCESS ROAD GATES

The County will install access road gates along existing County Road 81 at the westerly edge of City park land at a location agreed upon by the Parties. The gates shall be on a timer and close automatically when the park is closed (generally 10pm-5am). There shall be a sensor inside the gates to allow any vehicles remaining after hours to exit. The County shall maintain the gates in good working order and be responsible for all repair and upkeep of the gates.

#### D. RESTROOM FACILITIES

The County will install CXT or approved equal vault-style pre-fabricated waterless toilets that meet ADA access standards. The County shall maintain the restroom facilities in good working order and be responsible for all cleaning, pumping, repair and upkeep.

#### E. WATER WELL AND DRINKING AMENITIES

The County desires to provide access to potable water for both human and dog consumption. However, since City water is not available at the site until future residential development occurs in the area, the County will install a well to provide water. A water fountain for humans and a water/rinse station for dogs will be provided. The County shall pay for all costs associated with obtaining permits for the well, drilling the well and installing the associated amenities. The County agrees to maintain the well and associated amenities, including but not limited to, pumps, pump house, drinking fountain and water station for dogs.

#### F. TEMPORARY CONSTRUCTION STAGING AND STORAGE AREA

The County will use the proposed parking areas shown in the plans shown on Exhibit A, attached hereto and made a part of this agreement, as a staging and storage area during construction. Upon completion of the project, the area will be a gravel parking lot and any area outside of the parking boundaries that may be impacted will be restored to a like or better pre-construction condition.

#### 4. MAINTENANCE AND OPERATION

The County shall assume responsibility for the maintenance, operation, and upkeep of the Facilities.

#### 5. SHARED USE

The City shall have access to the Facilities for City park purposes.

#### 6. FUTURE USE, EXPANSION, RELOCATION, REMOVAL

When the City master plans the City park the City and County shall work together to plan the future use, expansion, relocation, or removal of the Facilities. The Parties shall attempt to continue to use or expand, or relocate the Facilities if feasible. The County shall incur the cost for relocating or removing the Facilities if necessary. The cost to expand or replace the Facilities shall be determined by a future agreement between the Parties.

#### 7. COUNTY AND STATE AUDIT

Pursuant to Minn. Stat. Section 16C.05, subd. 5, the books, records, documents, and accounting procedures and practices of the Parties relative to this Agreement shall be subject to examination by the County and the State Auditor. Complete and accurate records of the work performed pursuant to this agreement shall be kept by the Parties for a minimum of six (6) years following termination of this agreement for such auditing purposes. The retention period shall be automatically extended during the course of any administrative or judicial action involving the County of Scott regarding matters to which the records are relevant. The retention period shall be automatically extended until the administrative or judicial action is finally completed or until the authorized agent of the County notifies the Parties in writing that the records need no longer be kept.

#### 8. INDEMNITY

Each Party shall indemnify, defend, and save the other Party harmless from any and all claims, damages, lawsuits, losses, liabilities, costs, and expenses, arising out of any negligent act or omission on the part of any Party or its contractors, agents, servants, or employees in the performance of any of the work or services to be performed under the terms of this Agreement. Each Party's obligation to indemnify the other under this clause shall be limited in accordance with the statutory tort limitations provided in Minn. Stat. § 466.04 to limit each Party's total liability for all claims arising from a single occurrence, including the other Party's claim for indemnification, to the limits provided in section 466.04.

The County shall be responsible for the professional quality, technical accuracy, and the coordination of all services furnished by the County under this Agreement. The County shall, without additional compensation, correct or revise any errors or deficiencies in the County's final reports and services.

#### 9. LIABILITY

The liability limits set out in Minnesota Statute Chapter 466 shall apply to this Agreement. This Agreement shall not act to aggregate the liability limits of the individual Parties.

#### 10. SUBCONTRACTS

The Parties shall not subcontract any of their obligations to be performed under this agreement nor assign this Agreement without the prior written approval of both Parties.

#### 11. DATA PRACTICES

All Parties, their agents, employees and any of their subcontractors, in providing all services hereunder, agree to abide by the provisions of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as amended, and Minn. Rules promulgated pursuant to Ch. 13.

#### 12. TERMINATION

This Agreement may be terminated under conditions agreed to by both parties.

#### 13. NOTICES

Any notices to be given under this Agreement shall be given by enclosing the same in a sealed envelope, postage prepaid, and depositing the same in the United States Postal Service, addressed to the each of the Parties at the following addresses:

Mark Themig Scott County Parks and Trails 200 Fourth Avenue West Shakopee, MN 55379 Katy Gehler City of Prior Lake 4646 Dakota Street Prior Lake, MN 55372

#### 14. CONTROLLING LAW

The laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the Parties and performance under it. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located with the County of Scott, State of Minnesota. Litigation, however, in the federal courts involving the Parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

#### 15. SUCCESSORS AND ASSIGNS

The Parties, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this Agreement. No Party shall assign, sublet, or transfer any interest in this Agreement.

#### 16. EQUAL EMPLOYMENT AND AMERICANS WITH DISABILITIES

In connection with the work under this Agreement, the Parties agree to comply with the applicable provisions of state and federal equal employment opportunity and nondiscrimination statutes and regulations.

#### 17. CHANGES

The Parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement.

#### 18. **SEVERABILITY**

In the event any provision of this Agreement is held invalid and unenforceable, the remaining provisions shall be valid and binding upon the Parties unless such invalidity or non-enforceability would cause the Agreement to fail its purpose. One or more waivers by any Party of any provision, term, condition or covenant shall not be construed by any other Party as a waiver of a subsequent breach of the same by the other Party.

#### 18. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the Parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between them relating to the subject matter hereof.

#### 19. TERM OF AGREEMENT

This Agreement shall be effective from the date of final execution by all parties and shall remain effect until both parties agree to expand, relocate, or remove the Facilities based on the terms of the Agreement.

#### 19. EFFECTIVE DATE

This Agreement shall be in full force and effect upon execution by both Parties. This Agreement may be signed in counterparts, each as effective as the original. The signed Agreement, along with a certified copy of the resolution authorizing the Agreement, shall be filed with the County in the office of the Parks and Trails Manager, who shall notify the Parties in writing of the effective date.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.

IN TESTIMONY WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized officers as of the day and year first above written.

CITY OF PRI	OR LAKE /
(SEAL)  By White Myser, Mayor	And Frank Boyles, City Manager
Date 5/1( 10	Date 5/11/12
COUNTY OF	SCOTT
ATTEST:	
By Gary L. Shelton, County Administrator	By Mount J. Wolf, Chair of Its County Board
Date500-10	Date5-0-10
Upon proper execution, this Agreement will be legally valid and binding.	
By Mullium For Pat Ciliberto, County Attorney	
Date 5/25/18	
APPROVED AS TO EXECUTION:	
By Susan McNellis, First Assistant County Attorne	av.
Date 5/25/12	· y

## BOARD OF COUNTY COMMISSIONERS SCOTT COUNTY, MINNESOTA

Date:	April 10, 2012
Resolution No.:	2012-065
Motion by Commissioner:	Ulrich
Seconded by Commissioner:	Marschall

RESOLUTION NO. 2012-065; APPROVING AN AGREEMENT WITH THE CITY OF PRIOR LAKE FOR THE PURPOSE OF SHARED PARKING AND OTHER PARK AMENITIES, AND APPROVING A TRAIL EASEMENT ON SHAKOPEE MDEWAKANTON SIOUX COMMUNITY (SMSC) PROPERTY (25-933-006-0)

WHEREAS, the project includes the construction of approximately three (3) miles of bituminous trail, two (2) gravel parking lots, an off-leash dog park, the installation of a CXT restroom, the drilling of a well for potable water, the installation of automatic security gates at the entrance to the park with some improvements located on the City of Prior Lake Properties (25-904-004-1 and 25-933-004-1) and Shakopee Mdewakanton Sioux property (25-933-006-0); and

WHEREAS, the project is included in the approved Parks Improvement Plans (PIP).

WHEREAS, the project is funded by 2011, 2012 and 2013 DNR Legacy Grant funds.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners in and for the County of Scott, Minnesota, hereby, approves a trail easement over Shakopee Mdewakanton Sioux Community property (25-933-006-0) and approves an agreement with the City of Prior Lake of the purposed of shared parking and other park amenities.

COMMISSIONERS			VOTE	
Wagner	₩ Yes	ΓΝο	厂 Absent	厂 Abstain
Wolf	<b>▼</b> Yes	ΓNο	☐ Absent	T Abstain
Menden	▼ Yes	ΓNο	☐ Absent	「 Abstain
Marschall	₩ Yes	Г No	☐ Absent	☐ Abstain
Ulrich	₩ Yes	ΓNo	☐ Absent	☐ Abstain

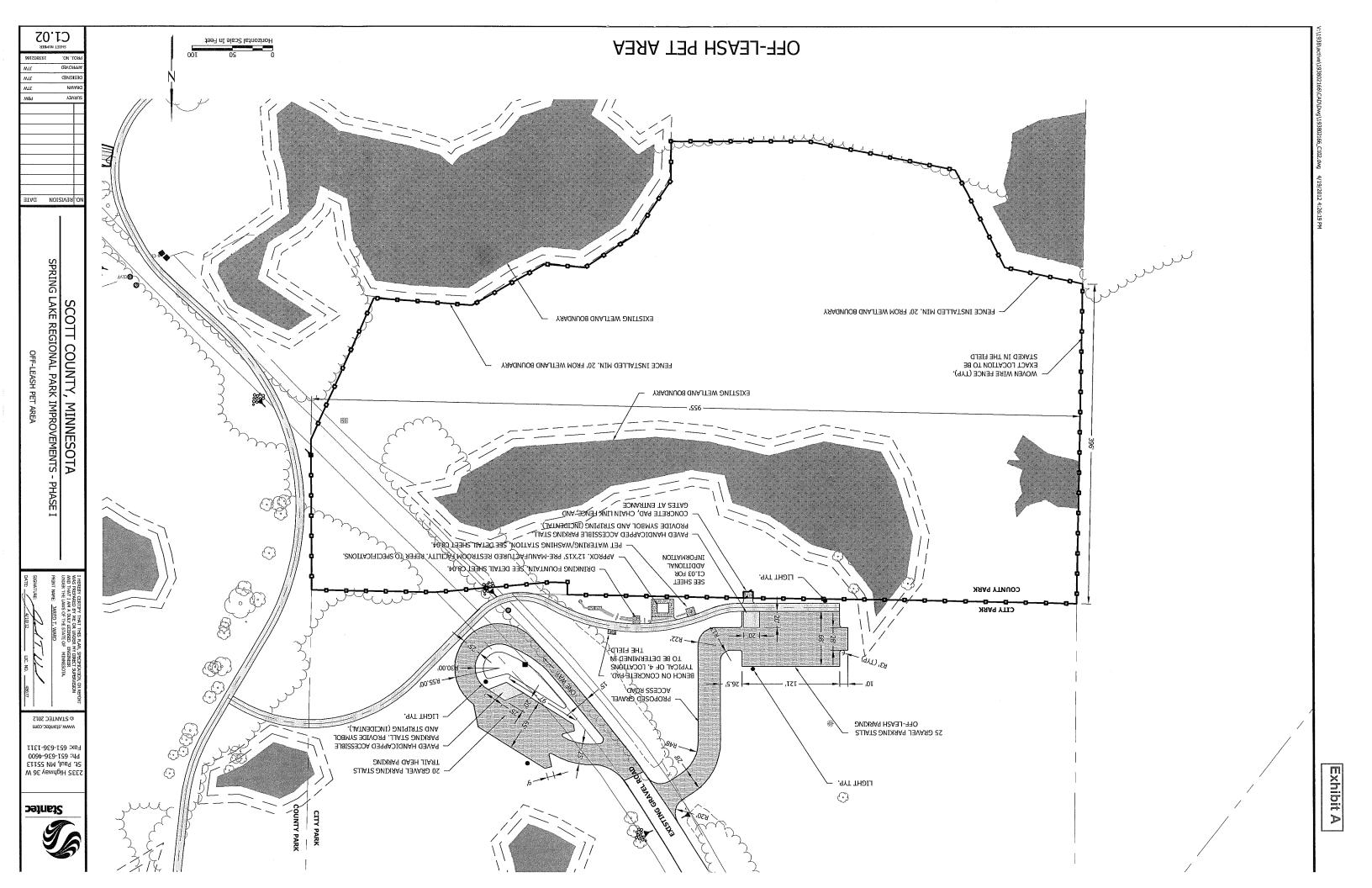
#### State of Minnesota) County of Scott )

I, Gary L. Shelton, duly appointed qualified County Administrator for the County of Scott, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Scott County, Minnesota, at their session held on the 10<sup>th</sup> day of April, 2012 now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Shakopee, Minnesota, this 10th day of April, 201

County Administrator

Administrator's Designee



**OFF-LEASH PET AREA ENTRANCE GATE** MECHANISWE ŁOK GATES. 3. WIDE X 4, TALL CHAIN LINK ENTRY GATES. 5. CONC. ENTRY WITH TWO (2) CONCRETE PEDESTAL ELECTRONIC PAY STATION ON 2' HIGH PET WATERING/WASHING STATION ON 6" CONC. PAD. SLOPE PAD 2% MAX. TO SOUTH. AND CONTROL JOINTS AS DIRECTED BY THE ENGINEER, S" CONC. WALK AROUND RESTROOM BUILDING. SLOPE PAD 2% MAX. TO SOUTH. I" COPPER WATER SERVICE (TYP OF 2) — '00,72 — 1.5" COPPER WATER SERVICE FROM WEL CURB STOP - ELECTRICAL CABINET AND WELL EQUIPMENT CABRACE ON 6" CONC. PAD. - BITUMINOUS PAVED AREA FOR AUTOMATIC GATE. SEE SHEET C8.05 FOR GATE LAYOUT. BENCH ON 5" CONC. PAD. ALL CONCRTE WALKS/PADS/SLABS TO HAVE 4" AGGREGATE BASE. :3TON GRAVEL TURN AROUND © STANTEC 2012 Fax: 651-636-1311 2335 Highway 36 W St. Paul, MN 55113 Ph: 651-636-4600

OFF-LEASH PET AREA UTILITIES / ENTRANCE GATE

SCOTT COUNTY, MINNESOTA SPRING LAKE REGIONAL PARK IMPROVEMENTS

www.stantec.com

Stantec

DEVISION DATE

СТ 03

#### **Spring Lake**

Classification: Natural Park / Open Space

Size: -- Acres

**Location:** 15851 Howard Lake Road

#### **Existing Park Features**

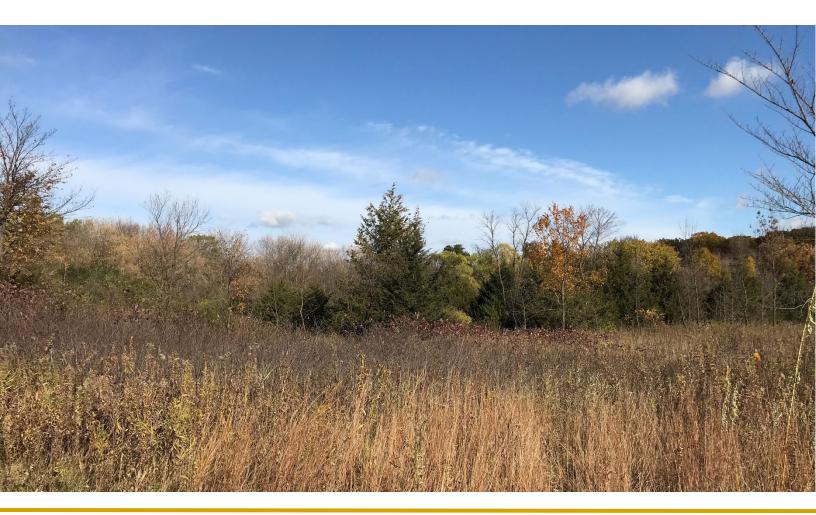


Parking

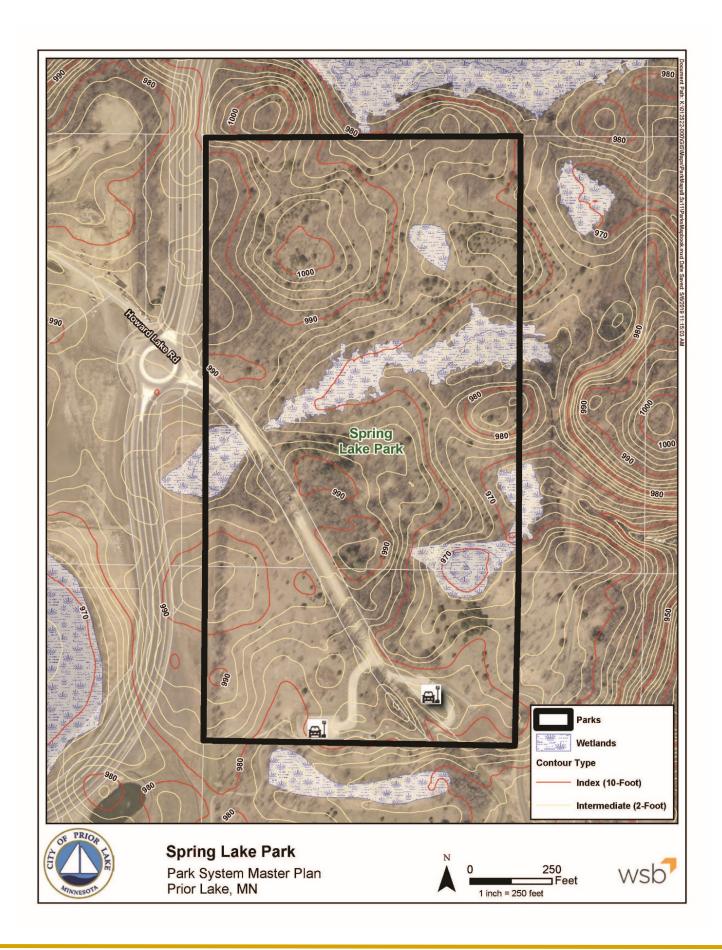
<u>Description:</u> City owned property adjoining Spring Lake Regional Park.

#### Recommendations

General recommendations include the development of a pickleball facility south of the entrance road and sell the remainder of the land as it is not well suited for a community athletic complex as it was originally considered.







#### **Estimate of Probable Costs**

The estimates shown are based on projects of similar size and characteristics and are not based on an actual design or site unknowns. It assumes work is completed by a licensed, bonded contractor shown in 2020 dollars with general contingency and design fees, as applicable.

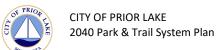
#### Specific assumptions and exclusions:

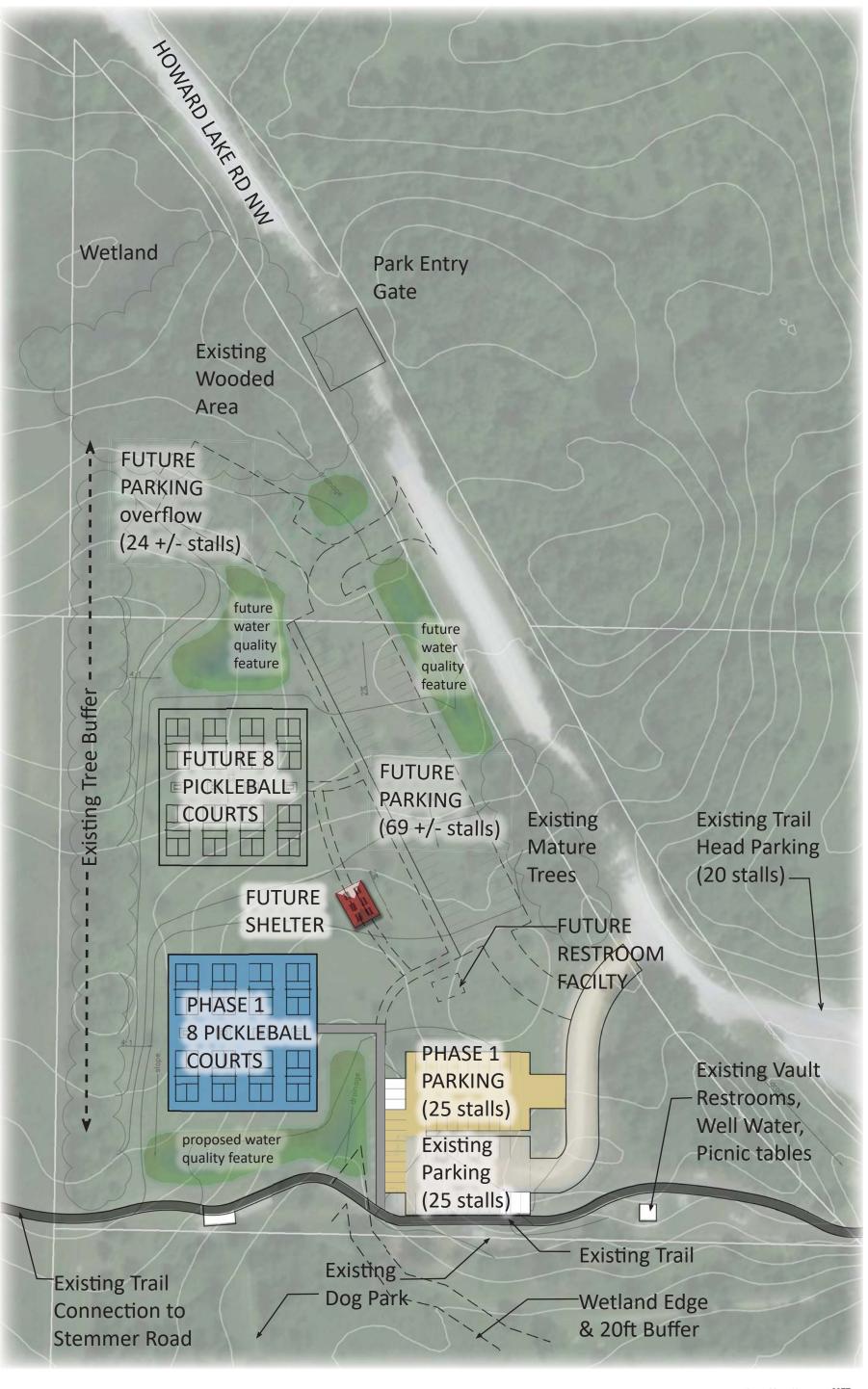
- Pickleball estimate includes pavement, color coating, fencing, & nets but does not include any potential soil corrections – geotechnical soils investigation would be necessary
- Initial parking lot included, not full future lot
- Estimate does not include bringing in utilities, such as sanitary, water or electrical
- Assumes area in red dashed outline could be sold

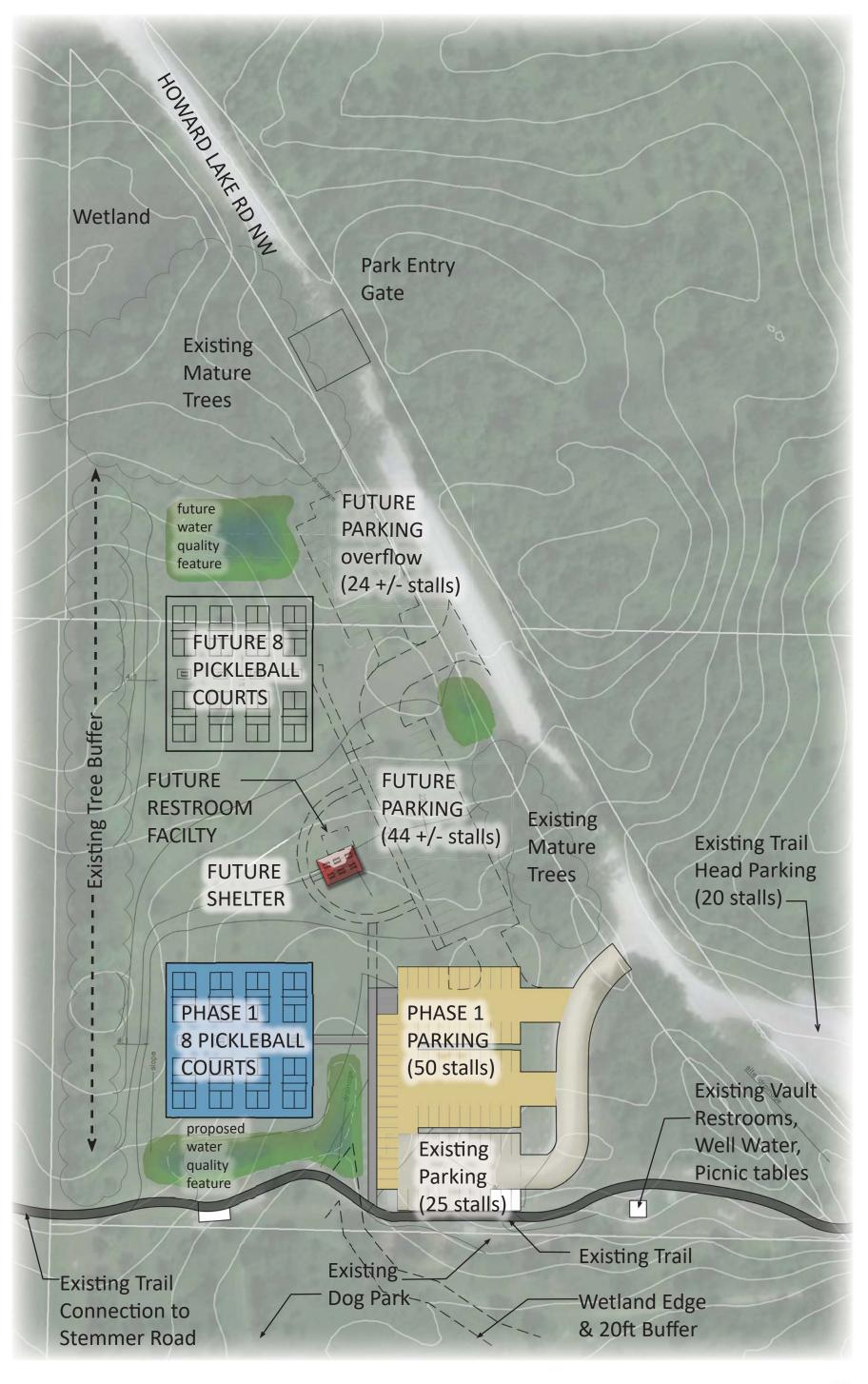
Description	Cost Range
General earthwork and erosion control	\$75,000
Pickleball courts (8)	\$165,000
Trails / walks	\$10,000
Site furnishings (benches, tables, etc.)	\$25,000
Drinking fountain	\$8,000
Group picnic shelter – medium w/electrical	\$100,000
Optional: Restrooms added to shelter	\$150,000
Parking lot (approx. 50 stalls) – aggregate w/paved HC stalls	\$40,000
Landscaping and restoration	\$30,000
SubTotal:	\$603,000
15% Contingency	\$90,450
20% Design, Engineering & Permits	\$120,600
Total:	\$814,050













## **Operations and Natural Resources**



PARKS COMMISSION AGENDA ITEM: 6. a. Land Rental Program Update

MEETING DATE: June 24, 2020

PREPARED BY: Alysa Delgado

REQUESTED ACTION: Information

The goal of this memo is to inform and update the Parks Advisory Commission members of our Cropland Rental Program.

#### **Background**

As a part of our Natural Resources Management program, Scott County has been facilitating cropland and hay field rental contracts since 2010. This process is a step in our land conversion process to native landscape. Instead of buying land with cropland and leaving it to be overrun by weeds, continuing to work the land through crop land rentals helps the County keep land maintained until we are ready to convert it to an natural cover or an active use part of a park. This also allows the county to keep public lands used by residents even though the park is not yet open for active use. Aside from being used as a land management technique, the land rental program also generates revenue for the county's annual operating budget, and it contributes to funding our natural resources and land stewardship costs.

To find farmers, the County issues out a Request for Proposals (RFP) process. This includes advertising the crop/hayland available, associated conservation plans that are provided by the Scott Soil and Water Conservation District (SWCD), and related contract information. The hay fields are leased out on 5-year cycles, while the cropland is leased out on 3-year cycles.

Currently, there are hay field rentals in the Future Doyle-Kennefick Regional Park and in Cedar Lake Farm Regional Park. There are traditional cropland rentals at the Future Blakeley Bluffs Park Reserve, the Future Doyle-Kennefick Regional Park, and both traditional and organic rentals at Cedar Lake Farm Regional Park. In 2020, we completed a RFP for cropland sites, while the most recent hay fields RFP went out in 2017 and is set to renew in 2022.

Scott County currently rents 187.7 acres of land total for crop or hay uses. Based on our current agreements in 2020, these acres will provide just under \$43,000 in revenue for this year. The breakdown of revenue by park is as follows based off 2020 agreements:

- Cedar Lake Farm has 69.3 acres of cropland and 1.2 acres of hayland. These acres generate \$20,279.49/year
- Future Blakeley Bluffs has 55.7 acres of cropland. These acres generate \$13,145.20/year
- Future Doyle-Kennefick has 61.5 acres of hayland. These acres generate \$9,225/year

Since 2010, Scott County has been facilitating land rentals on acquired, but not in active-use parkland.

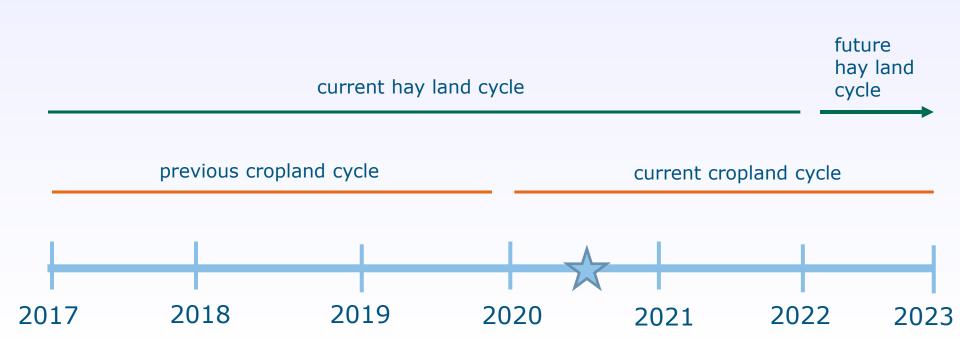
## This process helps staff...

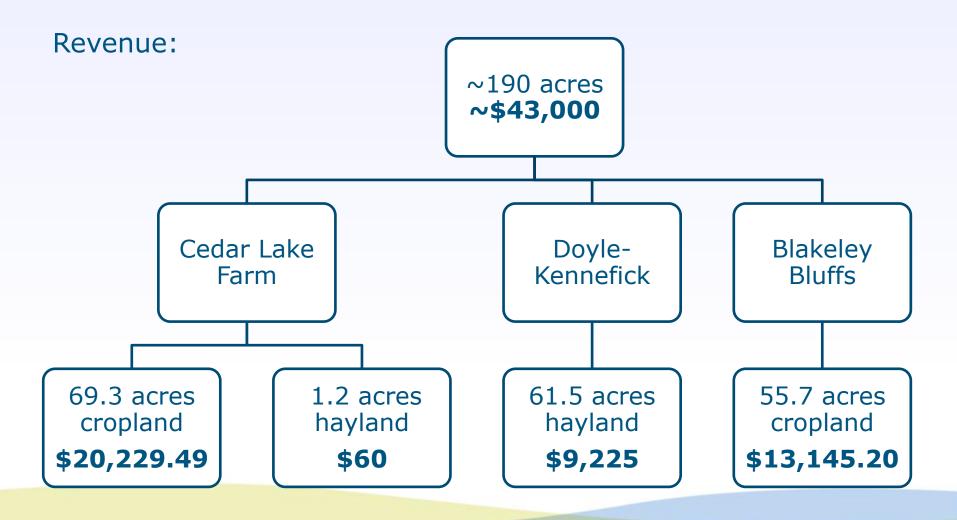
- as a step in our land conversion process
- to help maintain the land
- to have some public activity on the land
- to strengthen local relationships
- to earn revenue to support land stewardship



## General summary of process:

- 1. Hayland/Cropland is identified
- 2. County advertises a Request for Proposal (RFP)
  - Maps of land
  - Associated conservation plans provided by the Scott SWCD
  - County contract information
- 4. County receives sealed proposals by \$/acre/year
- 5. County opens sealed proposals in a public setting
- 6. County selects renters on pre-identified criteria
- 7. Parks & Trails coordinates with County procurement office to write and complete contracts







PARKS COMMISSION AGENDA ITEM: 6.b. Natural Areas Restoration Efforts Update

MEETING DATE: June 24, 2020

PREPARED BY: Alysa Delgado

REQUESTED ACTION: Information

The goal of this memo is to inform and update the Parks Advisory Commission members of staff efforts and progress in natural areas restoration in Cedar Lake Farm, Spring Lake, and the future Doyle-Kennefick Regional Park.

#### **Background**

An integral part of maintaining the parks is restoring and enhancing the natural areas within their borders for the benefit of local wildlife and park users alike. Recent natural area work includes coordinating prescribed burns and native plant seeding. As a part of our efforts, we use funding from the DNR's Conservation Partner's Legacy (CPL) grant. The Conservation Partners Legacy (CPL) Grant Program funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota. For Scott County, this money is being used to enhance several prairie sites at Spring Lake Regional Park, Cedar Lake Farm Regional Park and the Future Doyle-Kennefick Regional Park. So far, money from this grant has been used for mowing, herbicide acquisition and application, prescribed burns, and native plant seeding.

Scott County/Three Rivers Staff also coordinates with Great River Greening for conservation efforts, including native plant seeding and volunteer event coordination. In order to supplement our Natural Resources Management Program, Scott County is currently working on reestablishing a partnership with the SMSC to conduct future prescribed burns on identified sites to promote native plant growth and reduce invasive plant spread.

Included are two photos of the same prairie site at the Doyle-Kennefick to demonstrate the effect that a prescribed burn can have on the thatch build up and the associated plant growth. These photos indicate promise in our natural resources management techniques for the site.



thatch build up & regrowth with no burn



regrowth with burn

Managing the various ecosystems within our diverse parks is an important role for SC/TRPD staff.

### Spotlight:

DNR's Conservation Partner's Legacy (CPL) grant.

 funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota.



## Cedar Lake Farm

Prescribed burns

Pesticide/Fertilizer use

Tree and shrub removal/planting

# Spring Lake

Prescribed burns

Invasive Species Management

Seedling maintenance

## Doyle-Kennefick

Prescribed burns

Native plant seeding

Mowing

Pesticide/Fertilizer use

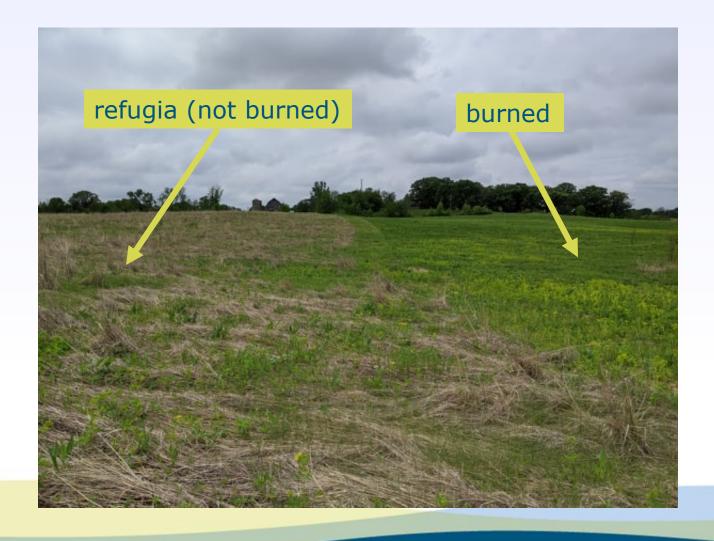
## Spotlight: Doyle-Kennefick

thatch build up & regrowth with no burn



regrowth with burn





## Forbs...











## **Informational Items / Other**